

**KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
September 16, 2014**

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on September 16, 2014.

MEMBERS PRESENT

Mitch D. Buchanan, Chairman
Robert P. Johnson
James A. Chandler, Vice Chairman
Mark G. Oerther
Ken Fister
Kevin Farris(dismissed early)

OCCUPATIONS AND PROFESSIONS STAFF

Diana Jarboe, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

MEMBERS ABSENT

none

GUESTS

Don Gaines, A-Pass Weikel
Steve Keeney, PLI 4U
Bud Wenk, KREIA

CALL TO ORDER

Mitch Buchanan, Board Chairman, called the meeting to order at 10:28 a.m.

MINUTES

A motion was made by Mr. Fister to approve the meeting minutes from August 12, 2014. Mr. Chandler seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for the month ending August 31, 2014 was reviewed by the Board.

LICENSURE STATUS REPORT

The licensure report was reviewed. There are currently 371 licensed Home Inspectors.

BOARD CHAIRMAN'S REPORT

Mr. Buchanan addressed the Board members regarding the new licensure numbering system, which includes an electronically issued, 14 digit, alpha numeric license number. Mr. Buchanan stated that he has asked the Executive Director of O&P to reinstate the old license numbering system of 4 numeric digits. Mr. Slone, O&P Executive Director, will follow up with the Board after discussing the options available with the developers of the new database.

BOARD COUNSEL REPORT

Mr. Judy obtained Mr. Buchanan's signature on the final orders of settlement for 14-KBHI-0120 and 14-KBHI-00148. Mr. Judy reviewed email correspondence from LRC regarding the proposed regulation changes and reminded the Board members that the Public Comment Hearing is scheduled on September 29, 2014.

OCCUPATIONS AND PROFESSIONS REPORT

Ms. Jarboe reported the current events of O&P including the new database/on-line license renewal system, the retirement of Board Administrator, Carolyn Benedict, the addition of an Administrative Specialist II, Amy Parker, and the phasing out of the licensure laws and regulations booklet on the Board's website to be replaced with direct links to the licensure statutes and regulations with LRC.

OLD BUSINESS

Mr. Johnson presented the Board with an updated version of the Board brochure. The Board members discussed the content and drafted some changes. This will be further reviewed at the next Board meeting.

The Board reviewed correspondence from NAHI regarding the specific questions that are not applicable to licensure in Kentucky as discussed last month. Mr. Oerther will request more information regarding the ASHI exam and the Board will further discuss this matter next month.

NEW BUSINESS

Mr. Gaines asked the Board to clarify whether or not licensure as a Home Inspector in the State of Kentucky is required to be approved as an instructor for pre-licensing courses. The Board concurred that licensure is not a requirement for instructors.

EDUCATION COMMITTEE REPORT

The Education Committee recommended approval of the following:

- Professional Learning Institute – Pre-Licensing Provider
- A-Pass Weikel – Pre-Licensing Provider
- Professional Learning Institute – Continuing Education Provider

The Education Committee recommended approval of the following continuing education courses:

- Professional Learning Institute – CE Basic, 14 hours
- Professional Learning Institute – The Advanced Court/Update Series, 3 hours
- Professional Learning Institute – The Vocabulary of Inspection, 2 hours
- Professional Learning Institute – The Business Series, 2 hours
- Professional Learning Institute – Contracts – Live Updates, 3 hours
- Professional Learning Institute – Contracts – Practical Update, 2 hours
- Professional Learning Institute – Environmental Issues, 2 hours
- Professional Learning Institute – Advanced Contracts, 3 hours
- Professional Learning Institute – Advanced Kentucky Law and Regulations, 3 hours
- Professional Learning Institute – Advanced Report Writing & Communication, 3 hours
- Professional Learning Institute – Advanced Standards of Practice, 6 hours
- Professional Learning Institute – Advanced Manufactured Housing, 3 hours
- Professional Learning Institute – Business Plans and Purpose Driven Business, 2 hours
- Professional Learning Institute – Home Inspection Marketing, 2 hours

- Professional Learning Institute – Rules for Real, 2 hours

Mr. Buchanan motioned to accept the recommendations to approve both courses, Mr. Chandler seconded the motion and the motion carried.

The Education Committee also recommended the following:

- ASHI – Pre-Licensing provider application deferred – additional information requested.

Mr. Chandler motioned to accept the recommendations to deny both courses, Mr. Oerther seconded the motion and the motion carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Renewal applications to be approved – Bobby Allen, Larry Barnes, Tom Barnes, Rick Beasley, Daniel Brennan, Blake Bruner, Reid Buchanan, Timothy Dunning, Conneley Joseph Fain, Jeffrey Gibson, Christopher Gillum, David Goodin, Kenton Graviss, Ben Hendricks, Garth Hooks, Elvin Gregory Jones, James Kelley, Peter Kovalic, John T. Miller, Anthony Nason, William Regensburger, Robert Prewitt, Andrew Reber, Michael Saettel, Jay Takahashi, James Terry, Ralph Wirth, Kathy Wolfe, Stephen Wolfe, and David Zieman.
- Michael English and William Davis - renewal application deferred, applicants requested to appear before the Board to discuss their inspection reports as submitted with their renewal application.
- Bradley Leonard - renewal application approved pending receipt of a corrected certificate of general liability insurance.
- Steve Brad Butcher - renewal application deferred, a complete background check from the KY State Police is requested.
- Michael Hesterberg - renewal application deferred, a background check from Ohio is requested.
- Initial licensure application(s) to be approved – Melissa Florence, Paul Grise, Charles Steven Hall, Adam Kern, Matthew Loeser, Brian Murrell, and Chad Schultz.

Mr. Buchanan motioned to accept the recommendations from the Applications Committee. Mr. Johnson seconded the motion and the motion carried.

COMPLAINTS COMMITTEE

The Complaints Committee had nothing to report this month.

The following cases are ongoing:

- Romancik
- 2013-05
- 2014-01
- 2014-02
- 2014-03

- 2014-06

TRAVEL AND PER DIEM

Mr. Chandler made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Oerther, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, October 14, 2014 at 10:30am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Buchanan made a motion to adjourn at 11:45 a.m. The motion was seconded by Mr. Fister and carried.